

TO: Interested Parties

FROM: Montana State Electrical Board

SUBJECT: Continuing Education Requirements for License Renewal

Attached is the application for continuing education and Montana Code Annotated 24.141.2102 Continuing Education. Should you have any questions, feel free to contact the Board office at (406) 841-2328.

24.141.2102 CONTINUING EDUCATION (1) Each master, journeyman and residential electrician license shall not be renewed unless the continuing education requirements imposed by this rule have been met, prior to a July 15th renewal date. Any licensee who fails to fulfill the continuing education requirements, imposed by this rule, by the August 15th following a July 15th renewal date, shall cause the license to lapse. It is unlawful for a person whose license has lapsed to perform electrical work in this state. For reinstatement after August 15th and before July 15th of the next year, the applicant shall have completed the continuing education requirements, certified that fact to the board and met all other renewal requirements.

- (2) To receive credit for continuing education, the following requirements must be met:
- (a) Courses or seminars must have prior approval of curriculum by the state electrical board. Each course shall be assigned a course approval number by the board to be listed on the certificate of completion. Board approval of said courses and seminars expires August 1 of each license renewal year.
 - (b) The course sponsor is responsible to ensure that instructors are credentialed as one or more of the following:
 - (i) graduate electrical engineer licensed as an electrician;
 - (ii) Montana licensed electrician with additional training in related subject areas;
 - (iii) community college or vo-tech instructor with board approved electrical credentials;
 - (iv) certified teacher with board-approved electrical credentials;
 - (v) certified electrical apprentice instructors;
 - (vi) certified electrical inspectors; and
 - (vii) electrical continuing education instructors from other areas as approved by the board.
 - (c) Representatives of the department or state electrical board shall be able to attend and monitor the courses or seminars without charge.
 - (d) Completion certificates for courses or seminars and the hours attended shall be attached to the application for license renewal to a maximum verification of 24 hours in the three-year period prior to each license renewal date. A minimum of 12 of the 24 hours shall be verified as being on the national electrical code updates.
 - (e) Curriculum of courses or seminars shall be on the national electrical code updates, or other subjects related to the electrical industry. Approval of course curriculum shall be at the discretion of the board. Board approval will contain a breakdown for the course or seminar regarding type of credit hours (code or industry). The breakdown must be included on the completion certificate.
 - (f) Credit for courses or seminars will be given in a minimum of four-hour increments.

- (g) Request for approval of courses or seminars must be made no later than the board meeting next preceding the seminar.
- (h) The board must be notified 15 days prior as to the time and place of every course or seminar.
- (i) In general, courses should be designed for advancing knowledge or skills of trained individuals; basic courses or apprentice type courses will not be approved.
- (j) Certificates required by (d) above must contain the following:
 - (i) date of course;
 - (ii) location of course;
 - (iii) title of course including date of prior approval by the board;
 - (iv) name of instructor;
 - (v) name of sponsoring agency;
 - (vi) name of person completing the course;
 - (vii) state electrical board approval number; and
 - (viii) breakdown of code and/or industry related credit hours. (History: Sec. 37-1-131, 37-1-319, 37-68-201, MCA; IMP, Sec. 37-1-306, 37-68-201, MCA; NEW, 1988 MAR p. 567, Eff.3/25/88; AMD, 1994 MAR p. 951, Eff. 4/15/94; AMD, 1996 MAR p.3039, Eff. 11/22/96; AMD, 1998 MAR p. 455, Eff. 2/13/98; AMD, 2001 MAR p. 2418, Eff. 12/7/01, TRANS, from Commerce, 2002 MAR p. 1755)

MONTANA STATE ELECTRICAL BOARD

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CONTINUING EDUCATION APPLICATION

(for Course, Class or Seminar Approval)

Check One: ☐ INDUSTRY RELATED ☐ CODE

NOTE: This application must be submitted to the Electrical Board Office no later than 30 days prior to the presentation date. An incomplete application cannot be processed.

PROGRAM: Title: _____

Open to the Public: ☐ Yes ☐ No Hours: _____

SPONSOR:

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Phone: _____

1. Course Outline: (General description of course including specific code articles referenced)

2. Materials/Visual Aids: (List text and references)

3. Cost of Course:

4. Attach a copy of the Certificate of Completion

5. Names of Qualified Instructors:

BOARD ACTION: _____ DATE: _____

(REASON)